

NATIONAL COURSES INFORMATION AND APPLICATION PROCESS

1. APPLICATION PROCESS

1. The application process for all summer training must be completed through FORTRESS no later than January 15th, 2018. **Cadets are required to submit their information to the Admin O no later than the first night back after the holiday break – Wednesday January 4th.** The following documents are required for all National Summer Training Courses and are to be submitted to the ACL by the candidates' CO:
 - i. **Participation Application:** shall be printed for each candidate from FORTRESS;
 - ii. **School Report:** A photocopy of the school report for the full **Sep 2016 – June 2017** school Year must be submitted by the cadet;
 - iii. **Narrative:** Candidates must explain, in a one-page narrative, why they would like to participate in the course. Narrative is to be signed and dated by the candidate. If the cadet is applying for more than one National course, a narrative for each course is to be submitted. See the Scholarship Preparation Package for guidelines.
 - iv. **Cadet Service Record:** Candidates service record printed from FORTRESS which should be verified by the cadet: and
 - v. **Course or Staff Cadet Report:** A copy (printed from FORTRESS) of the most recent course/staff report or evaluation.

2. GPS/PPS APPLICANTS:

- i. Photocopy of a Class 3 Medical Certificate due before **June 01**; and
- ii. Completed CATO 54-26, Annex B, GPS – Height and Weight Form (**GPS ONLY**)

3. IACE CANDIDATES

- i. Three (3) completed IACE Association Information Forms, each with a passport photo glued in the appropriate location;
- ii. A reference letter;
- iii. A one-page report from the CO; and
- iv. A photocopy of Page 3 of the applicant's passport. If the passport has not been received, a photocopy of the applicant's birth certificate shall be included.

4. ALL PARTICIPATION APPLICATIONS:

- i. All applications must be accessible by RCSU (NW) Air Training in FORTRESS **no later than** 15 January 2018; and
- ii. All applications shall be submitted to the ACL in accordance with their directives.

5. PREPARATION:

- i. All applicants shall make themselves available to participate in preparation sessions prior to the Selection Boards in February which will take place each Monday night from Jan 15 – Feb 12.

6. SELECTION BOARD INTERVIEWS:

All applicants shall participate in the interviews conducted by the Air Cadet League Provincial Committee to select applicants for training. These interviews are scheduled for Saturday 17 February 2018.